

SOP 5 - CREW BRIEF

The following notes are provided for the briefing of crew:

Safety

- Radio ➤ Procedures and operation in emergency / MAYDAY
- Engine ➤ Procedures for start and stop
- First Aid ➤ Location of kit
- Navigation Lights ➤ Use and battery conservation
- Navigating ➤ Method of navigating to a suitable port or refuge
- Fire fighting equipment ➤ Location and operation
- Gas cooker ➤ Switch on/off routine and gas alarms
- Bilge pumps ➤ Location and routine, gas build up
- Seacocks ➤ Location and operation
- Heads ➤ Correct operation. NB dry position at sea
- Moving about ➤ Boom and rope awareness
- Hatch discipline ➤ Fore hatches and windows to be shut at sea
- Lif jackets / Harnesses ➤ Lif jackets and Harnesses policy
- Cooking ➤ Bums and scalds prevention, wear oilskins.
- Friction burns/crush injuries ➤ Correct handling procedures
- EPIRBS ➤ Location and use
- Flares ➤ Location and use
- Searchlight ➤ Location (Day) and Ready Use Stowages
- Lookouts at Sea ➤ Need, reports
- Knives ➤ Yachts knife, personal knives
- Man Overboard procedure ➤ Heave to, engine, sails, practise asap
- Oscar / Lifesling ➤ Location and use
- Abandon Ship ➤ Liferaft brief

General

- Smoking ➤ Not below nor when handling sails.
- Oilskins ➤ Donning and wet areas
- Tidiness and Hygiene ➤ Consideration for others, feeding, personal gear
- Ensign and Burgee ➤ Burgee port signal halyard
- Noise ➤ Alongside other yachts, crew asleep, fog

Medical

- Ask crew members privately to inform skipper of any conditions requiring continuing medication.
- Alcohol ➤ Advise of risks to safety.
- Sunburn and Exposure ➤ Hazards and symptoms
- Seasickness ➤ Prevention and recognition

Deck

- Head sail ➤ Bending on, sheet leads, changing
- Mast ➤ Halyards, topping lifts etc
- Mainsail ➤ Reefing arrangements, clew outhaul
- Winches ➤ Operation, safety, security of handles
- Jackstay, secure points ➤ For clipping on
- Safety Equipment ➤ Life rafts, Dan buoys and lights, heaving lines
- Ropes and Fenders ➤ How to tie on and store